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## CHAPTER 2

## PHYSICAL PLANTS AND MAJOR EQUIPMENT

SECTION 1. CLASSIFICATIONS - PHYSICAL PLANTS2101. FUNCTIONAL TYPES CLASSIFICATION

1. Shore Brig. A shore brig is a place of confinement established as an activity or at a local command of the shore establishment, and approved by the Secretary of the Navy as a naval place of confinement. Shore brigs are further classified as:

a. Waterfront Brig/Level I Correctional Facility.  
Waterfront Brigs/Level I Correctional Facilities are located on operating Navy or Marine Corps installations to service local needs and normally contain a Correctional Custody Unit (CCU) and a short term brig that houses pretrial detainees, prisoners who will return to duty, or prisoners who are being discharged after serving short sentences, usually 30 days or less. Programs emphasize military discipline, training, work, and skills needed to succeed in the military environment.

b. Consolidated Brig/Level II Correctional Facility.  
Consolidated Brigs/Level II Correctional Facilities provide confinement for prisoners who will be discharged or transferred to the United States Disciplinary Barracks or to federal prisons if their offenses and sentences, after the appellate process, allow such a transfer. Consolidated Brigs/Level II Correctional Facilities may provide local pretrial confinement, if economically warranted.

2. Ship's Brig. Prior to being operated as an authorized naval place of confinement, a ship's brig, included in the original construction or added during an authorized conversion, shall be inspected as required by article 2201.3 of this instruction and shall be certified if it meets criteria therein, by a major claimant or by the Chief of Naval Personnel (Pers-84). Structural standards for ships' brigs are set by reference (g). A ship's brig is authorized for the confinement of personnel attached to, or embarked in, a ship, and may be used for periods of confinement of up to 30 days. See article 7104.3. Persons with a sentence by court-martial of 31 days or more confinement or who are awarded a punitive discharge as part of a court-martial sentence and confinement time, shall be delivered to a shore brig for confinement. Pretrial confinement onboard a vessel at sea may continue only until the individual can be transferred to a confinement facility ashore. Such transfer shall

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be accomplished at the earliest opportunity permitted by the operational requirements and mission of the vessel. Ships' brigs shall be operated in full accord with the applicable provisions of chapter 11 of this manual. Reference (h) provides specific requirements for afloat (ships') brigs.

3. Detention Facility. Personnel may be detained in either a pretrial confinement facility, a detention space, or a holding cell. The Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) will be notified in writing via the chain of command when a detention space, or a holding cell, has been established or disestablished.

a. Pretrial Confinement Facilities. Pretrial confinement facilities may be established in areas where: a brig is not readily accessible; there is a need for pretrial and very short-term post-trial confinement; the average number of detainees/prisoners does not justify more than 20 confinement spaces; and the full range of correctional programs provided by brigs is not required. The Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC) will establish programs and staffing guidance separately. This detention facility, when inspected by the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC) and approved by the Secretary of the Navy as a naval place of confinement, may be used for extended detention and, as a matter of necessity in some cases, post-trial confinement up to 30 days.

b. Detention Space. A detention space is any cell, room, or other berthing space of the shore establishment, used for short-term detention defined to mean not more than 8 hours.

c. Holding Cells. Holding cells are used for short-term detention, defined to mean no more than 24 hours during the work week and not more than 72 hours over a weekend; and not more than an additional 24 hours over an official holiday weekend. This limitation may be extended on a case-by-case basis for up to 30 days by the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC).

d. Status of Forces Agreement (SOFA). Personnel being held for foreign court jurisdiction at remote overseas activities may also be confined in approved detention facilities for periods specified by the SOFA.

e. Exceptions. Exceptions to these limitations must be approved in advance by the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) in accordance with article 1302. While the provisions of this manual are generally

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applicable, specific instructions for detention facility operations will be issued by the Chief of Naval Personnel (Pers-84) and the Commandant of the Marine Corps (Code MHC). See chapter 12 of this manual.

4. Correctional Custody. Spaces used for the nonjudicial punishment of correctional custody will be governed by the provisions of reference (f). Any command desiring to establish or disestablish a correctional custody unit will comply with appropriate Navy and Marine Corps subordinate directives.

5. Confinement Facilities of Other Military Services

a. Where economy and more efficient military administration will result and where local commanders determine it to be feasible and practicable, the Secretary of Defense has authorized and directed the joint use of military correctional facilities of the military services. Local commanders are authorized to execute agreements concerning the confinement of prisoners in correctional facilities located on installations of the other services in conformance with Department of Defense (DoD) directives.

b. Departmental approval of local interservice agreements covering such usage is not required, but two copies of any proposed draft agreements shall be forwarded to the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) for review and comment. The following provisions will govern confinement of prisoners confined under these agreements:

(1) Prisoners are subject to the rules and regulations governing the facility in which they are confined, and are treated as other prisoners confined there in a similar status, except as otherwise provided;

(2) Mitigation, remission or suspension of sentence, and transfer of any prisoners confined will be the responsibility of the appropriate command of the prisoner's branch of service;

(3) Direct communication is authorized between or among appropriate commanders in effecting such interservice confinement;

(4) Should any prisoner be unsuitable for confinement in the facility designated, the commanding officer of the confinement facility will notify the appropriate commander of the prisoner's branch of service who will, as soon as practicable, resume custody of the prisoner;

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(5) A naval service prisoner is credited with good conduct time in accordance with this manual. Good conduct time and other abatement time authorized may be forfeited wholly or in part by later misconduct. Such forfeiture will be determined by the commander of the institution. Forfeiture may not exceed the number of days of good conduct time actually earned by the prisoner;

(6) Where appropriate, interservice support agreements between the commanding officer of a naval installation and representatives of other services concerning the confinement of prisoners will provide for personnel support from the other service to the installation operating the facility. OPNAVINST 4000.84A provides Navy policy and procedures for interservice, interdepartmental, and inter-agency support agreements.

6. Civilian Confinement Facilities. Local detention and correctional facilities operated by civilian agencies shall not be used to confine naval service court-martial prisoners unless in accordance with article 7104.5 of this manual. All expenses will be paid by the command of the member confined and will be paid at the rate approved by the U.S. Marshal's Service. For Marine Corps prisoners, all expenses will be forwarded to the Commandant of the Marine Corps (Code MHC) for payment. Reference (i) refers.

#### 7. Foreign Confinement Facilities

a. Where no United States military confinement or detention space is available, foreign confinement facilities may be used for the pretrial confinement of naval personnel who are charged with serious offenses against reference (a). Such confinement must preclude immediate association of U.S. service members with foreign nationals. A serious offense includes all offenses under reference (a) for which a year or more of confinement is authorized.

b. Prior to using such a facility, the senior officer present must approve it based upon the adequacy of its security features, its ability to ensure the safety of prisoners, and the adequacy of its living conditions.

c. Each such case of pretrial confinement will be reported by message to the Chief of Naval Personnel or the Commandant of the Marine Corps (Code MHC) as appropriate, furnishing the following information:

- (1) Rate or grade

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- (2) Offense alleged
- (3) Date confined
- (4) Place confined
- (5) Command ordering confinement
- (6) Senior officer approving use of facility

d. Follow this message with a phone call reporting the individual's name, Social Security Number, and any other pertinent information.

e. All expenses will be paid by the command of the member confined.

f. If post-trial confinement is ordered, prisoners shall be transferred from foreign confinement facilities to the appropriate U.S. military confinement facility as expeditiously as possible.

#### 2102. SPACE CONFIGURATION CLASSIFICATION

1. Cells/Secure Rooms. These are separate spaces for confining one person. Two or more persons shall not be confined in a cell/secure room designed for single occupancy, except in an emergency. Spaces designated for multiple occupancy must have prior approval of the Chief of Naval Personnel or Commandant of the Marine Corps (Code MHC). Padded cells, dark cells, and cells having doors which do not permit visual observation are prohibited.

2. Dormitories. This type of berthing space may be either of the open bay or cubicle type. Dormitories normally house groups of up to 40 prisoners.

3. Disciplinary Segregation Unit. The disciplinary segregation unit consists of single occupancy cell(s), isolated from the remainder of prisoner living quarters, used for segregating those prisoners awarded disciplinary segregation under the provisions of article 5103.3e. Single occupancy of disciplinary segregation cells is mandatory.

4. Special Quarters. Special Quarters is a group of cells/secure rooms used to house those prisoners who have serious adjustment problems, create anxiety or disruption among other prisoners in the general population, or who need protection from the other prisoners. Special quarters is a preventive management

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tool which shall not be used as punishment. Programs, movements, and privileges shall be limited only to the minimum degree necessary for the maintenance of good order. See article 4205 for further amplification. Habitability and space requirements are identical with other cells.

5. Installation Custody Quarters. Installation custody quarters require minimal security equipment, and may be a normal berthing space located inside or outside the security perimeter of the confinement facility. In Navy waterfront brigs, Correctional Custody facilities may be used to berth personnel awarded installation custody status.

2103. FUNCTIONAL ADEQUACY CLASSIFICATION - NEW AND EXISTING FACILITIES

1. Reference (d) provides authority for the Secretary of the Navy to designate authorized naval places of confinement. To accomplish this requirement, to provide a correctional classification of each facility's functional adequacy, and to require the correction of serious inadequacies, classifications will be assigned to each operating facility. The dates for correction of discrepancies shall be established by inspectors in conformance with service guidelines.

2. The following physical plant conditions will be considered in determining the functional adequacy classifications:

a. Conditions affecting the safety and health of staff and prisoners, space utilization including berthing capacity, structure, and utility systems;

b. Condition and effectiveness of security features and equipment;

c. Configuration as it affects separation of categories of prisoners and conserves staff required to supervise the operation;

d. Adequacy of program and administrative support spaces.

3. The classification assigned to each facility is approximately equivalent to the general construction standards of NAVFAC BASEREP ratings, but takes into account other prisoner specific security requirements in determining the following classification:

a. C1/ALPHA - The facility has fully met all demands placed upon it in a mission category through the reporting period.

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Operation of the brig is not hindered by any inadequacies which may exist;

b. C2/BRAVO - The facility has substantially met all demands of the mission category through the reporting period with only minor difficulty. Inadequacies exist but do not seriously hinder operations. These inadequacies should be corrected when practicable;

c. C3/CHARLIE - The facility has only marginally met the mission demands of the category throughout the reporting period, but with major difficulty. Serious inadequacies exist which hinder the operation and must be corrected. This is a naval place of confinement authorized for use as a matter of expediency because no other facility is available;

d. C4/DELTA - The facility has not met vital demands of the mission category. Serious inadequacies exist which preclude successful support of the confinement mission. This is a naval place of confinement authorized for use only as a necessity because no other facility is available and it must be replaced or undergo major renovations, as soon as possible. The major claimant must pay particular attention to the continued existence of facilities classified in this category.

4. Functional adequacy classifications for brigs shall be issued at least triennially by the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) following on-site inspections by corrections specialists.

5. Future construction and renovation to brigs and other facilities designated as naval places of confinement shall meet the physical construction requirements of this manual, references (j) and (k), and all other pertinent regulations for such facilities. Future construction and renovation of ships' brigs shall meet the standards prescribed by reference (g). Any request for an exception to these regulations shall be addressed to the Chief of Naval Personnel or Commandant of the Marine Corps (Code MHC), as appropriate.

#### 2104. RATED CAPACITY CLASSIFICATION

1. The capacity of a brig shall be determined by on-site application of berthing spaces criteria imposed by local considerations, special needs, and references (j), (k), and (l). Rated capacities for Navy brigs shall be determined and issued by the Chief of Naval Personnel following on-site inspections by corrections specialists (Pers-84), and for Marine Corps brigs by the Commandant of the Marine Corps (Code MHC) following on-site

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inspections by a Marine Corps corrections officer. These shall be reviewed and, if needed, adjusted at least every 3 years by on-site reviews conducted by corrections specialists from the Chief of Naval Personnel or Commandant of the Marine Corps (Code MHC), as appropriate. Rated capacities may be temporarily adjusted to meet current needs by the Chief of Naval Personnel or Commandant of the Marine Corps (Code MHC).

2. Brigs are not designed, equipped, or staffed to handle significant overloads without creating problems that have potentially serious consequences. The Type Commander, Major Claimant, and the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) shall be notified whenever the brig's rated capacity is expected to be exceeded by more than 10 percent. Notification shall be made by the most expeditious means and should request permission to transfer a sufficient number of post-trial prisoners to reduce the loading to within the rated capacity. Due to the increased use of correctional facilities by all DoD services, the brig shall not exceed its rated capacity by more than 10 percent without prior notice to the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC). Telephone requests will be followed by official messages and such requests will identify numbers of other service personnel confined.

## SECTION 2. CONSTRUCTION AND ALTERATION CRITERIA - NEW AND EXISTING FACILITIES

### 2201. DESIGNATION AND AUTHORITY TO USE.

1. Requests for Designations. Requests for designation of an ashore facility as an authorized naval place of confinement shall be submitted via the chain of command to the Secretary of the Navy. Such requests shall include full justification, copies of floor plans, site plans, and a description of the space utilization and security and safety equipment to be used. Approval will be based on demonstrated need and ability to meet the criteria for functional adequacy defined in article 2103 and Commander Naval Facilities Engineering Command (COMNAVFACENGCOM) publications. Designation of ships' brigs is inherent in original construction or authorized conversion of ships. (article 2101.2).

2. Requests for Closure. A request for closure of an ashore facility shall be submitted via the chain of command to the Chief of Naval Personnel or the Commandant of the Marine Corps (Code MHC), as appropriate. A request for closure of a ship's brig shall be submitted via the chain of command to the Chief of Naval Operations. All requests shall include full justification for



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closure, the tentative date for ceasing operation, and contain endorsements from all echelons of the chain of command. If closing the brig is approved, the commanding officer operating the facility shall transmit the actual closing date by message to the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC) as appropriate.

### 3. Construction and Alteration Approval

a. The guidance for development of facility requirements and the submission procedures for construction projects are contained in NAVFACINST 11010.44E. Advance approval of proposed construction and/or alteration projects shall be obtained from the Chief of Naval Personnel or the Commandant of the Marine Corps.

b. New construction or overhaul/alteration of ships' brig spaces shall be in accord with General Specifications for Ships of the United States Navy. Alterations to a ship's brig require the approval of the type commander.

## 2202. PLANNING FACTORS

1. Responsibility for Planning. All planning and design for construction/alteration of shore confinement facilities require the initial and continuing close involvement and final approval of COMNAVFACENGCOM and the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC), as applicable. A brig is an integral part of the command which operates it. The determination as to whether a given command needs, or does not need, a brig must rest with that command and the major claimant. Plans to establish, construct, or alter existing brigs must be initiated at local command level through the normal military construction chain of command and sent via the Chief of Naval Personnel or the Commandant of the Marine Corps (Code MHC), for review and approval. Each command which carries a brig structure and grounds in its plant account shall initiate appropriate action to correct inadequacies.

2. General Planning Information. COMNAVFACENGCOM publication NAVFAC P-80, Facilities Planning Factors Criteria for Navy and Marine Corps Shore Installations (NOTAL), provides general planning information for confinement facilities. The procedures contained in NAVFACINST 11010.44E (NOTAL) should be followed.

3. Specific Planning Information. When developing plans for new construction or major renovation utilize references (j) and (k)

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for shore facilities and reference (g) for ships' brigs. The following factors will be included in the planning process.

a. Capacity. The required prisoner capacity of a shore brig is calculated at 0.3 percent of the total military population in the area to be served. This figure may be adjusted by the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC) to compensate for local variations.

b. Site and Size

(1) A shore brig shall be sited where it will be free from adjacent safety hazards because the facility has an extended evacuation time. Among other factors to be considered are distance from ammunition or fuel storage facilities, base or station armories, and close proximity to aircraft runways.

(2) The size of the site and its location in relation to other activity facilities shall be agreed upon by the using activity, COMNAVFACENGCOM, and the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC). The site will be determined to be habitable and in conformity with sanitation requirements by COMNAVFACENGCOM.

c. Design

(1) The degree of brig security required will reflect the type of prisoner the command routinely confines. Not every brig needs to be constructed as a maximum security institution, although every brig does need maximum security spaces. Current advancements in prison design and equipment will be considered in order to reduce construction costs.

(2) Shore brigs should be designed so that future expansion may be accommodated without impairing the efficient and secure working plan of the building.

d. Alteration. In addition to the criteria already set forth, any alteration, modernization, or renovation of an existing shore brig shall meet the following additional requirements:

(1) The proposed change conforms to the criteria set forth in this manual and pertinent COMNAVFACENGCOM regulations.

(2) The unaltered portions of the facility would not be adversely affected in the areas of security, safety, comfort, or operational efficiency by the changes.

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(3) Costs incurred would not exceed projected costs for a new facility of comparable size.

e. Female Population. Providing for female prisoner population will be considered when evaluating facility requirements.

2203. TECHNICAL ASSISTANCE. Due to the infrequency of the local opportunities to design a brig, and in order to make use of current advancements in prison construction, corrections specialists from the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC) will be involved at all stages of the planning, design, and construction process. In addition to reducing the amount of research necessary, using these specialists will ensure acceptability of the project proposal when reviewed for functional adequacy.

2204. BERTHING AREA

1. Cells/Secure Rooms

a. Space Requirements

(1) Disciplinary segregation cells will not be counted against the total capacity and will not normally exceed 5 percent of the brig's capacity. Cell size shall measure at least 6 feet wide, by 8 feet long, by 8 feet high. For new construction or renovation comply with paragraph 2103.5 of this manual. Cells/secure rooms shall be constructed for single occupancy. Construction or use of cells/secure rooms for multiple occupancy requires the approval of the Chief of Naval Personnel (Pers-84) or Commandant of the Marine Corps (Code MHC).

(2) In small brigs or brigs where a separate control point exists for housing units, cells/secure rooms will be located as close as possible to the control center.

b. Construction Requirements

(1) Walls, ceilings, floors shall be constructed of hardened materials sufficiently secure to prevent escape of prisoners.

(2) Entrances shall be of security material, design, and construction, including viewports and security locks.

(3) Follow the construction criteria for cells set forth in reference (k).

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c. Equipment Requirements

(1) Furniture. All cells/secure rooms in shore brigs will normally be equipped with a chair, locker, a 30" X 78" (minimum dimensions) security type bunk (permanently mounted in segregated cells), mattress, pillow, sheets, blankets, and pillow case for each prisoner. One cell may be left unfurnished for use as directed by a medical officer. Furniture may be removed from cells only if the prisoner's conduct warrants it and then only upon specific order of the brig officer or designee.

(2) Gang Release

(a) Five Cells/Secure Rooms or Fewer. Gang release systems are not required for five or fewer cells/secure rooms that are contiguous. All manual locks securing such cells/rooms shall be keyed to a single key to permit the supervising staff member to release all occupants in a minimum amount of time in event of a fire or other emergency. This will be a different key from that which operates the exterior entry to the cell/secure room areas.

(b) Six Cells/Secure Rooms or More. Gang release systems (manual or electric w/manual backup) are required to be operational on all groups of six or more contiguous cells/secure rooms to permit the supervising staff member to simultaneously release all cell/secure room doors in event of a fire or other emergency. Each individual gang release device shall not operate more than fifteen cells. All electronic locks will have remote release capability.

(c) Padded Cells. Cells/secure rooms shall not be padded.

(d) Plumbing. Insofar as possible, each cell/secure room will have internal plumbing providing both hot and cold water. A metal combination (jail type) plumbing fixture which contains a commode, lavatory, and bubbler is required for disciplinary segregation cells. Showers in the proportionate numbers prescribed in reference (k) shall be adjacent to the berthing area. Shower heads should be the flush-mounted security type.

d. Habitability Requirements.

(1) Lighting. Each cell/secure room shall be provided with an individual security light fixture with candlepower equivalent to current berthing space criteria but not less than 20 foot candlepower 30 inches above the finished floor. These

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spaces should be painted light colors. Windows should be arranged to provide maximum natural light. Also see article 2209.1, Lighting, and article 2209.4, Windows.

(2) Temperature/Ventilation. Temperature and ventilation in cells/secure rooms will be maintained in accordance with reference (k). Ventilation shall not fall below 10 cubic feet per minute per prisoner.

(3) Excessive noise will be avoided.

## 2. Dormitories

a. Space Requirements. Each dormitory will normally not exceed a rated capacity of 40 prisoners and will provide 72 square feet per prisoner, exclusive of head facilities. In small brigs or brigs where a separate control point exists for housing units, dormitories will be located further from the control center than cells/secure rooms.

### b. Construction Requirements

(1) Walls, ceilings, and floors shall be constructed of secure materials which are noncombustible and fire resistant.

(2) Dormitory entrances and fire doors will be of security material, design, and construction, with view port and security locks, and, if hinged, swing outward.

### c. Equipment Requirements

(1) Furniture. Each dormitory berthing space shall provide each prisoner with a locker and a security type bunk which should normally be secured to the floor. A mattress, pillow, sheets, blankets, and a pillow case will be provided for each prisoner. Bunks will not be double decked if they interfere with visual supervision.

(2) Plumbing. Each dormitory should have its own water cooler, heads, and washing and shower facilities adjacent to the berthing area. Interior panels or partitions, if provided for privacy, should not obstruct security. Plumbing facilities should be provided in the proportionate numbers required by reference (k).

### d. Habitability Requirements

(1) Lights. Dormitories will be provided with sufficient lighting fixtures to provide illumination in accordance with

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current standards but not less than 20 candle-foot power 30 inches from the finished floor. Fire and security night lights should not be any brighter than the minimum needed for visual control and supervision. Windows should be arranged to provide maximum natural light.

(2) Temperature/Ventilation. Dormitory temperature and ventilation will be maintained in accordance with Bachelor Enlisted Quarters (BEQ) requirements. Air movement in dorms shall not be less than 15 cubic feet per minute, per prisoner.

(3) Noise. Excessive noise will be avoided.

(4) Tests. Lighting, temperature and ventilation test results will be maintained on file for 3 years. Test should be conducted biennially.

## 2205. SECURITY AREAS

### 1. Control Center

a. Space Requirements. The control center will be located within the facility's inner security perimeter and will be large enough to contain the required equipment listed below and to provide reasonable working conditions for the control center supervisor.

b. Construction. The control center shall be constructed so that the assigned staff member may operate controls and communication devices and do necessary administrative work at a location which provides a clear view of the main corridor, the entrance to the brig, and, when possible, the entrance to the prisoner berthing area(s). It will have only one entrance which is located outside of the security area it controls. The control center will not be combined with any other office or administrative space. Construction will be sufficiently secure to prevent the entrance of any personnel to whom the control center supervisor denies admission. Riot conditions shall be considered as an integral part of planning, designing, and constructing a control center. See also article 4101.

### c. Equipment

(1) Security. The control center shall be equipped to control the movement of all traffic through the inner security perimeter. It will contain the controls and monitoring units for all communication and alarm devices within the facility.

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(2) Storage. It will be equipped to store keys, security equipment, life support systems, prisoner movement and accountability records, and dangerous tools when deemed appropriate.

(3) Plumbing. It will be equipped with a water closet, lavatory, and drinking water for use by the assigned staff member without his or her being required to leave the control room.

2. Sally Ports. Points of ingress and egress to and from the main building of the brig shall be controlled by a sally port gate with two independently keyed or electrically controlled interlocking grilles or gates, with manual override. Points of ingress and egress through the perimeter fence should be controlled by sally port gates and monitored by remote control cameras from the control center.

### 3. Fences

a. Perimeter. Where the perimeter fence constitutes the security perimeter of the brig, it will be at least 12 feet high and will be designed to prevent prisoners from escaping over or under it. The use of concertina/razor wire and double perimeter fencing is authorized only with prior approval of the Chief of Naval Personnel (PERS-84) or the Commandant of the Marine Corps (Code MHC). If approved for double fencing, the outer fence shall be spaced to prevent the inner fence from leaning on the outer fence if knocked down.

b. Interior. Additional fences may be constructed within the security perimeter if needed to enclose or separate certain areas. Fences may be laced with concertina/razor, if approved by the Chief of Naval Personnel (Pers-84) or the Commandant of the Marine Corps (Code MHC), in locations where the fence connects with another fence or building.

4. Gates. The openings through the perimeter fence will be constructed of the same material as the fence and will not exceed 14 feet in width per single gate. Single and double gates (both permitted for vehicle entrances) will be secured with an electric or manual prison lock. Such gates should be the sliding type on a positive top and bottom track and controlled by the gate sentry or the control center supervisor. Perimeter gates, when part of the brig security perimeter, will normally limited to one front entrance and one rear service entrance, both secured with a sally port large enough to enclose anticipated traffic. Additional gates may be needed to meet fire and life safety requirements. Division fences will have sufficient gates to handle normal traffic and will be equipped with a positive position latch which

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is secured by a heavy duty padlock. Division gates may be monitored by closed circuit television.

5. Guard Towers

a. Permanent Towers. Where applicable, permanent guard towers will provide continuous security for the compound perimeter and will be equipped with drinking water, adequate ventilation and a heating unit, as well as components of the staff communications systems used within the facility.

b. Temporary Towers. Where applicable, temporary guard towers will provide perimeter security for short periods of time in a particular area and will be equipped with heating and adequate ventilation. Permanently installed plumbing or communication devices are not required.

c. Construction. All towers will be constructed with the floor not less than 16 feet above ground. They will be installed at strategic locations at least 5 feet outside the perimeter fence. Each permanent and temporary tower will be equipped with an adjustable searchlight operable from inside the tower. All windows will be operable with one hand. Access to towers will be by a single swinging security door with a manual deadbolt type lock. Tinted glass is preferred for all windows in the permanent towers.

6. Patrol Roads. A roadway (paved or unpaved) suitable for both vehicle and foot traffic may be constructed outside the perimeter fence and not closer than 5 feet from the fence to the inside edge of such road. This roadway should be restricted to use by brig duty staff in the performance of their duties unless it is a regularly used sidewalk along a public street.

7. Gate Houses. If gate houses are used they will be located at the side of a sally port with access only from within the sally port. Windows will be the same as prescribed for prisoner quarters. Gate houses will be furnished with both internal telephone and intercommunication connected with the control room.

8. Communications Equipment (Emergency) Criteria. All equipment installed in confinement facilities shall be of the kind, type, and specifications required by applicable regulations, except as specified here. These exceptions are necessitated by the security and control factors peculiar to confinement. Internal communications, duress alarms, and a "hot line" to fire and



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security departments constitute minimum requirements for communication systems. Other options may be added, if needed.

a. Internal Communications and Alarms

(1) An internal telephone will be installed at each duty staff station and housing unit to permit staff members to communicate with each other on post and to conduct normal business. A duress alarm is required for isolated posts of the brig. Facilities with a rated capacity of 50 or more prisoners will be equipped with a duress alarm system which pinpoints troubled areas until switched off in the control room.

(2) A two-way intercom unit vice an internal telephone system may be installed at each duty station, and at other strategic locations throughout the facility.

b. External Communications and Alarm. A sufficient number of outside telephone trunk lines will be installed in brigs to permit efficient conduct of business and to alert other station offices in event of escape, fire, disorder, or other emergencies. Such outside telephones shall be restricted from prisoners access except as provided for in article 8301.17. Alarms shall be installed as required for life safety, such as fire or other emergencies. There shall be a direct means of communication, phone, radio, intercom, or alarm between the brig's control center and the installation's security, provost marshal, base police or master-at-arms dispatcher's office, destructive weather operations center, and fire department dispatchers.

c. Monitoring. All the alarm devices in the brig shall be controlled and monitored from within the control center.

9. Fire Construction/Equipment

a. Emergency Exits. Emergency doors, with view ports, shall be provided, in addition to the regular point of ingress and egress, in such locations as to permit prisoners to be evacuated from housing units in the event the regular entrance is inaccessible. These doors also provide an alternate entrance for staff members if the regular entrance is barricaded during a disturbance. Emergency doors must be hinged to swing outward to preclude barricading from the inside. If exterior fire exit stairs are provided in two story buildings, they will be open type, allowing visual control of fire exit doors. Locks on fire doors shall be electrically controlled from the control center and have a manual backup capability. It is essential that a weekly testing of emergency doors be included in the security inspections described in article 2302.

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b. Fire Equipment

(1) Fire Extinguishers. The kind and number of fire extinguishers and overhead sprinkler systems shall be prescribed by the Fire Marshal. The Fire Marshal shall conduct regular (at least quarterly) on-site fire drills and checks of equipment. It is essential that extinguishers, especially chemical extinguishers, be controlled when required in areas to which prisoners have access. Air/water extinguishers are preferable for prisoner access areas when fire codes will permit, but these must be checked frequently to ensure they are operable and readily accessible. Soda/acid extinguishers should not be used unless required by the Fire Marshal. If at all possible, fire extinguishers should not be placed within reach of prisoners when in their living quarters.

(2) Fire Hydrants and Hoses. Access by prisoners to fire hydrants located within the security perimeter of the brig must be strictly controlled. Fire hose connections and hoses (fire stations) within the facility require strict control. Fire hoses, nozzles and valves, insofar as possible, will be installed in areas where prisoners do not have easy access. Nozzles shall be small enough to pass freely between any grille work in the area they service. Sprinkler systems installed in prisoner living quarters will have the control valve restricted to staff access.

(3) Other Fire Equipment. When such equipment is inside the security perimeter, it shall be under constant supervision of qualified staff members to ensure that material such as ladders, hoses, axes, bolt cutters, etc., are not stolen or misused.

2206. Program Areas. Whenever feasible, multipurpose rooms should be constructed to supply program spaces, e.g., classrooms, visiting, or messing. In addition, multipurpose rooms should be built adjacent to each berthing area to support such program spaces as motivational training, letter writing, and indoor recreation. (Refer to reference (k) for various program areas).

1. Classrooms. Classroom(s) will be located within the compound, preferably within the same building as prisoner living quarters (grouped together where more than one classroom is justified). Windows will be security type. Doors will be security type with view ports, equipped with institutional locks and designed to swing outward to prevent blockage, unless code regulations require otherwise.

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2. Shops. Workshops and industry shops will meet the criteria specified in Maintenance Facilities, NAVFAC DM-28. In addition, the following security items are set forth:

a. Functional types of shops will be separated by at least an interior wall from each other and from prisoner spaces. Industrial shops will be located near laundry and mechanical rooms and, in larger facilities, adjacent to vocational shops. These shops will be located off the service entrance loading platform;

b. Walls, ceiling, and floors will be constructed of non-combustible materials. Windows will be security type. Entrances and fire doors will be security type with view ports and a manual deadlock or electro-mechanical lock and hinged to swing outward. Doors for interior walls will contain a view port and be equipped with an institutional lock;

c. Where such equipment is kept in a brig, a secure, lockable tool crib equipped with shadow boards, ladder racks, and garden tool storage racks shall be provided.

3. Chapel. Space will be provided for religious activities. This space may be designed for multiple use and used for other brig functions.

#### 4. Visiting

a. Space. There shall be an area for personal visits and another for official visits and legal visits. The size and number of these rooms should allow adequate space to accommodate the projected needs of the brig. Private interview rooms for official and legal visitors should be contiguous to the general visiting area, and constructed in such a way as to reassure such visitors that they have acoustical privacy in conducting their business. A view port will be provided.

#### b. Furniture.

(1) Visiting room furniture should be informal and casual to create a relaxed atmosphere. The use of outside areas with wooden lawn furniture is encouraged. Prisoners requiring special handling may be required to visit in non-contact visitation booths. Bus station type lockers shall be available for visitors to store their purses, packages, or other materials not authorized within the visiting area. When possible, visitors should have access to a pay phone and vending machines for use in conjunction with visits. There will be a communication device to the control room. The windows will be security type. Entrances

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will have swinging grille or security doors (with view port) equipped with combination snap and deadlock prison locks or an electro-mechanical operation controlled by the control room.

(2) Official visitors shall be afforded privacy. Whenever feasible, private facilities and access to a telephone will be made available for reviewing officer hearings, defense counsel, and command visits. These facilities will be furnished with only two seats, a writing desk or table, and a light fixture. Windows will be security type. These rooms should be equipped with a security door complete with view port. Two way intercoms or other listening equipment shall not be installed in this area.

#### 5. Recreation/Drill

a. Indoor. Adequate day room recreation space shall be provided either at a centrally located area or at each housing unit. This area should be equipped with tables, chairs, and appropriate recreation equipment.

b. Outdoor. All facilities shall provide or have access to outdoor recreational spaces for physical training, military drill, or recreational sports. A recreation field should utilize as much of the outdoor area as possible within the perimeter fence. There will be no trees, bushes, or structures in this area. This area will include the necessary recreation equipment. If space or program needs justify a drill field separate from the recreation field, there will be no trees, bushes, or structures in this area of the compound.

2207. STORAGE AREAS. Refer to reference (k) for all storage areas.

1. Property/General Storage. General storage rooms and a prisoner property room shall be provided in addition to a room for storage of cleaning supplies. These areas shall be secured, provided with a heat sensitive automatic sprinkler system and adequate ventilation to prevent mildew in wet climates.

2. Volatile Liquid Storage. Space will be provided for the storage of all volatile liquids in an area approved in accordance with local safety regulations. Bulk storage (in excess of five gallons) shall not be permitted in any building used for berthing prisoners. See article 4306.5 and 6.

3. Vehicle Storage. Storage buildings for powered, self-propelled vehicles should be outside the perimeter fence. The

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garages should be located near the rear sally port and accessible to the service road.

4. Armory/Firearms Vault. In smaller brig the base or station armory or security office will serve as a storage place for weapons. No weapons will be stored within the security perimeter of the brig. If necessary (because suitable storage is not provided by the station), a secure vault or lockable steel lockers for firearm storage shall be installed outside the security perimeter of the brig.

2208. SUPPORT AREAS. Refer to reference (k) for all support areas.

1. Administrative Offices

a. Offices outside the inner security perimeter will include one each for the commanding officer/officer in charge (CO/OIC), brig officer, administrative officer, mail supervisor and one larger for administrative clerks and records. Security features are required only for areas where drugs, mail, prisoner records, and valuables are stored.

b. Offices inside the inner security perimeter will include one each for the operations officer, programs officer, the counselor(s), the training, and work supervisors, and if these billets are assigned, the chaplain, medical officer, and psychologist/psychiatrist. These offices will have windows designed for maximum security prisoner quarters, security doors with view port, and a cylinder type institutional lock.

2. Mess. Facilities with a capacity of 60 or fewer prisoners should utilize the most economical method of feeding prisoners, taking into consideration the local messing resources available.

a. Dining Room. If messing facilities are supplied by the brig, general dining room requirements as specified by NAVFAC DM-36 Troop Housing (NOTAL) will be met. In addition, the following security measures are required.

(1) Doorways shall be limited to each end of the room, one set for prisoner traffic and the other leading to the galley area.

(2) All doors will be secured with a combination snap and deadbolt prison lock.

(3) Windows will be security type.

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b. Galley and Scullery. If a galley and a scullery are required within the brig, they shall be constructed and equipped in accordance with criteria specified by NAVFAC DM-36, Troop Housing (NOTAL). In addition, the following security measures are required.

(1) All coolers, refrigerators, and storage rooms will be equipped with cylinder door locks or hasps secured with padlocks.

(2) An integral, secure, lockable shadow board storage for knives, cleavers, and blades shall be permanently installed in the office area.

(3) The service door used for delivery of supplies and removal of garbage will have a sally port arrangement.

3. Medical/Dental. Medical/dental space shall be provided in every brig. The size of this space will be in proportion to the rated capacity of the brig and the availability of medical facilities to be provided in the brig. At a minimum, the medical room will be furnished with an examination table, instrument cabinet, writing desk, and adequate examination lighting. A small safe will be installed in the dispensary/medical treatment room for storage of narcotics and other prescription-type medicines. In addition to its own locking device, the safe will be installed in a lockable closet or cabinet which is permanently attached to the floor or wall. Dental space needs will be determined in accordance with service and local command policies.

4. Receiving and Release Unit. Space for a receiving and release unit will be located within the compound, in the rear of the brig, near the control center and the reception, prisoner berthing area. This unit will have sufficient storage space to store a supply of "health and comfort items," issue clothing and authorized gear. The unit will have one administrative office and a search room. In larger units there will also be a holding cell with combination lavatory and water closet unit; and a receiving and release room with shower and lavatory facilities.

5. Elevators. There will be no elevators in a brig unless the brig is more than two stories high and unless there is a routine need to transport objects to a higher floor. Where elevators or other lift devices are used, they will be operated only by key and have a safety vestibule (sally port) type entrance at all openings where prisoners are permitted.

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6. Laundry

a. Prisoner Laundry. Space will normally be provided within the security perimeter for prisoner laundry. The size of the laundry, equipment, and storage areas will be proportionate to the volume of work performed. Windows will be security type. Doors will be security type with view port and equipped with institutional locks and hinged to swing outward. Lockable storage space will be provided for cleaning supplies (e.g., soaps, detergents, bleaches) and for completed work storage prior to delivery.

b. Commercial Laundry. If work is done for other organizations on the base or station, the laundry space will be designed according to pertinent COMNAVFACECOM criteria for larger laundry operations.

2209. MISCELLANEOUS AREAS. Refer to reference (k).

1. Lighting

a. General Rule. Adequate lighting shall be provided in all areas of the brig in order to ensure security and elimination of dark spaces. Permanent posts shall be provided with additional illumination when necessary for the accomplishment of assigned functions, e.g., searches, administrative tasks.

b. Berthing Areas. Night lights will be provided in all berthing areas, and shall not be any brighter than the absolute minimum needed for visual control and supervision. Staff members should carry flashlights for use when additional light is needed between taps and reveille.

c. Compound Lighting. The perimeter fence will be lighted with outdoor fixtures mounted on poles installed outside the perimeter fences, out of the reach of prisoners, and of sufficient height to illuminate the designated area. If it is deemed more practical, instead of poles, the area may be lighted with fixtures mounted on the exterior of the building and spaced as specified for light poles. These lights will be installed to light each corner of the compound and the remainder of the perimeter. All wiring to these lights will be either buried underground, built into building structures, or protected by metal conduit. Compound lights will be positioned to eliminate dark areas in doorways, walkways, and between buildings but not to interfere with prisoners sleeping within living quarters.

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d. Emergency Lighting Equipment

(1) Emergency Generator. Each brig will have the service of an emergency diesel/gas generator, with automatic transfer switch, capable of maintaining minimal lighting in prisoner living quarters and of operating the perimeter lighting, electrical locks, security devices, and alarms.

(2) Constant Charge Battery. In addition to the emergency generator prescribed above, each brig should have constant-charge, battery operated emergency lights placed in prisoner living quarters and at strategic places in passageways and administrative spaces.

e. Lighting Fixtures.

(1) Lighting fixtures in dorms, cells/secure rooms shall be security fixture type.

(2) All electric wall plates in prisoner housing areas shall be rigid nylon and mounted with spanner or security screws.

2. Electrical Systems.

a. Electric outlets or switches shall not be installed in any segregation cell/secure room. Dormitory switches should be installed outside the dormitory area.

b. Electric lines will be in metal conduits with fixtures individually and collectively switched. These switches will be located behind locked panels controlled by staff.

c. Electrical power substations should be located outside the security perimeter. When located within the security perimeter, adequate security devices shall be in place to control prisoner access.

3. Temperature and Ventilation.

a. Policy. Temperature and ventilation in all areas of the brig shall be maintained in accordance with the prescribed requirements of the Surgeon General and reference (k). Temperatures should be appropriate to the summer and winter comfort zones. For temperature and ventilation in all prisoner berthing areas see article 2204.1d(2) and 2d(2). Control rooms will be well ventilated and should be air-conditioned.



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b. Fixtures. Heat and ventilation fixtures in prisoner berthing areas will be security type and fastened with security screws.

c. Heat and Ventilation Systems

(1) The source (power plant) of heat, hot water and steam should be located outside the security perimeter of the facility. If circumstances require the power plant to be located within the security perimeter, it will be constructed as a maximum security building and the main electrical and water supply cutoff controls will be located in this building.

(2) All ductwork, pipes, and conduits within the security perimeter will be buried underground, contained in locked tunnels and spaces, or concealed within the structural walls, ceilings, or floors. These conduits and tunnels will have grille partitions or appropriate locations to preclude their use as an escape route.

4. Windows

a. Windows in exterior walls of buildings within the security perimeter will be security type.

b. Buildings housing prisoners will be constructed with windows and above ground. Windows in cell blocks and dormitories will be arranged to provide maximum natural light and natural ventilation commensurate with safety and security requirements.

5. Plumbing

a. Facilities. Plumbing facilities will be accessible to each living area, including cells/secure rooms, without the need for unlocking any door. The water cutoff control valve will be located outside the reach of the prisoners.

b. Fixtures

(1) Each cell, with the exception of "bare" cells, will be equipped with a combination drinking fountain, lavatory, and water closet unit.

(2) Showers in the segregation area will be security types.

(3) Faucets, valves, mixing valves, shower heads, etc. will be heavy duty type designed for institutional use. Water closets will be floor mounted only. Lavatories will be flush

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mounted in counters or the metal jail security type. Shower heads will be nonadjustable, flush mounted security type.

(4) The operating valves for water closets, lavatories, urinals, and showers will be of the push button type or non-removable. All floor drains will be secured with spanner or security screws.

(5) Central toilet facilities will provide 1 electric water cooler; 1 lavatory for each 6 prisoners; 1 water closet for each 7 prisoners; 1 shower for each 10 prisoners; and 1 urinal for each 10 prisoners.

c. Water and Sewage System

(1) All cutoff valves for the water and sewage system will be installed behind lockable doors or panels accessible only to staff members.

(2) No water, steam, or drain mains will be exposed in quarters or working buildings within the security perimeter to which prisoners have regular access.

6. Utilities Control. All major utilities will be secured to prevent prisoners from gaining control of these units. Controls such as main water and steam valves, electric fuse box controls, heat and ventilation system controls shall be secured with ready access limited to staff members. Each brig shall have a blue print identifying locations of all utility controls. It shall be accessible to staff members only. Orientation of utility control location and their operation shall be included in pre-service/in-service training and annually thereafter for key personnel.

7. Passageways

a. Passageway dimensions will be in proportion to the amount of traffic anticipated.

b. No passageways designed for prisoner or personnel traffic will contain exposed utility pipes, conduit, or ductwork.

c. All interior doors leading from passageways will be of the security type equipped with view port, combination snap, and deadbolt prisoner locks and hinged to swing outward. Where extra security is needed a grille door will be installed to form a safety vestibule (sally port) entrance.

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8. Stairwells

a. Interior stairwells will not contain windows, doors, or compartments other than doors to the floors which they service. These doors will be of the security type equipped with view ports.

b. Interior stairwells will be well-lighted and have sufficient fixtures to preclude any area being in total darkness if a single fixture fails.

c. Interior stairwell dimensions will be in proportion to the area or passageway they service and will be designed so as not to form a traffic bottleneck.

d. Exterior stairwells will conform to interior stair requirements except that the stair tower is an open type and will have minimum visual obstruction of exit doors, landings, and stairs.

9. Signs

a. Signs will be of uniform color, size, and configuration except where safety and fire codes dictate to the contrary. Signs should be kept to a minimum.

b. All signs will either be painted on roadways and curbs or attached flush with buildings or fences. Those mounted on fences will not interfere with the vision of a sentry in the surveillance of his or her post.

c. All labeling required within prisoner berthing areas shall be stenciled. Label plates will not be used.

10. Lockers

a. Prisoners shall be provided a safe place, such as a locker, in which to keep their clothing, health and comfort supplies, and other authorized personal effects.

b. Every locker shall be secured by a prison type combination lock, operable by a key, to facilitate inspection at any time by a member of the staff. The locks shall be provided for the prisoners by the brig. Master keys are to be kept in a safe place and available only to the brig officers for use by them personally or by their direction. Any lock which has been altered so that it may no longer be opened by the master key shall be removed from the locker and replaced with a properly functioning lock. The cost of repairing or replacing the

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original lock shall be charged against the pay account of the prisoner responsible for such alteration.

c. Except in cells used for disciplinary segregation, prisoners' lockers should be in their quarters rather than in an area not readily accessible to them.

#### 11. Optional Security Equipment

a. Perimeter Electric, Electronic, or Mechanical Devices. These serve to identify the point at which a trespass occurs. Such devices may be used but shall not perform any function other than to trigger alarms.

b. Closed-circuit Television. These monitor strategic areas within the facility. These are best utilized for observing persons desiring to enter the facility, especially if there is no staff member on duty at the entrance after duty hours, and the entrance is not in easy view of the control center. Closed-circuit television shall not be used to replace staff members for observing and monitoring cell blocks, dormitories, or segregation areas. Television equipment is expensive and difficult to maintain and monitor. A thorough study as to such equipment's effectiveness, practicality, and degree of user friendliness should be made before any such unit is ordered.

c. Electronic devices may be used in screening for contraband.

#### 12. Grounds and Ceilings

a. Grounds. Grounds within the brig perimeter fence should normally be several times the size of the building.

b. Ceilings. Areas where prisoners have routine access will not have suspended or false ceilings less than 12 feet from the nearest access level. Exceptions may be allowed in areas outside prisoner berthing spaces.

13. Construction Materials. Non-combustible, fire-resistant materials shall be used in all construction/alteration.

### SECTION 3. MAINTENANCE - PHYSICAL PLANT

#### 2301. PUBLIC WORKS/MAINTENANCE DEPARTMENT SUPPORT

1. Normal Maintenance. The public works/maintenance officer should furnish the brig officer the materials required to accomplish simple maintenance functions with self-help. When

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persons from outside the brig are used, they shall be informed of security requirements and required to cooperate with their assigned escort in all security matters.

2. Security Equipment Maintenance. Damaged security doors, gates, locks, alarms, lighting, and keys are examples of the kinds of equipment which shall receive immediate attention by the Public Works/Maintenance Department to prevent security, health, and safety hazards. Brig staff shall not attempt to repair this kind of equipment except to install temporary barriers to reduce the chance of escape or to prevent danger to the staff or prisoners.

3. Equipment defects or physical plant deficiencies which present a danger to personnel shall be repaired on an emergency basis and special precautions will be exercised until necessary repairs are effected.

#### 2302. INSPECTIONS

1. Frequent, visual, and functional inspections by all brig staff as they go about daily duties, will be made of all locks, bars, windows, doors, and other security equipment to ensure that they have not been tampered with and are operating satisfactorily. The inspection will also check for faulty electrical equipment, exposed wires, and other safety hazards. All personnel must be trained to observe and to report any unusual conditions, defective security equipment, or violation of security procedures. Times and results of all inspections will be recorded in the brig log. Included shall be the name of the inspector and immediate action taken. Written reports of discrepancies will be provided to the brig officer.

2. A formal weekly inspection or test, as appropriate, will be made of all security, emergency, and fire fighting equipment to ensure proper operation. A record of this inspection will be retained in the brig records and immediate steps taken to correct any deficiencies.

3. All confinement spaces shall be regularly inspected by the command fire marshal and shall comply with such standards as are issued.

#### 2303. SAFETY PROGRAM

1. General. The commanding officer will ensure that a safety program is effectively carried out for the staff and prisoners. Accident prevention and the elimination of safety hazards require continuous efforts by each staff member and cannot be successful

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without his or her cooperation. Any type of faulty equipment must be eliminated. Prisoners must be instructed in the proper use of tools and be required to observe all safety precautions. A formal weekly safety inspection shall be made in conjunction with other inspections, such as that for sanitation, with immediate steps taken to correct deficiencies. Machinery shall have safety regulations posted at each machine. Wearing of appropriate safety equipment (e.g., hard hats, goggles) is mandatory.

2. Standards. Brigs will comply with naval occupational safety and health standards, and fire and life safety requirements and with those requirements prescribed by Chief of Naval Operations, Commandant of the Marine Corps, and other competent authorities.

2304. SANITATION. A high standard of sanitation shall be maintained at all times. Prisoners must be informed of their responsibilities and instructed in carrying out the daily routine necessary in keeping the brig clean and neat. A daily inspection by staff, and a weekly inspection by a medical department representative must be made to ensure that cleaning and maintenance procedures are being carried out and that a vermin eradication program, if required, has been implemented. A copy of the weekly inspection will be retained in the brig records.

2305. MANAGEMENT INFORMATION SYSTEM. The Corrections Management Information System (CORMIS) will be utilized by Navy/Marine Corps brigs, correctional custody units, and pretrial confinement facilities. CORMIS is designed to increase security capabilities, support operational and administrative functions, and provide current information on prisoners/detainees to the brig's staff and other users throughout DoD Corrections. CORMIS is coordinated by the Chief of Naval Personnel (Pers-84) for the Navy and the Commandant of the Marine Corps (Code MHC) for the Marine Corps. Forms generated in CORMIS may be used in place of identical naval pre-printed forms.